

PART II	DEPARTMENT OF HUMAN RESOURCES DEVELOPMENT	2.837
	STATE OF HAWAII	2.838
.....		2.839

Minimum Qualification Specifications
for the Classes:

ECONOMIC DEVELOPMENT SPECIALIST IV, V, VI
(ECONOMIC DEVELOPMENT SPCLT IV, V, VI)

Basic Education Requirement

Graduation from an accredited college or university with a major in marketing, business administration, business or commercial law, economics, finance, foreign trade, or a closely related field, which included completion of three (3) semester credit hours in statistics.

Excess work experience as described under the Specialized Experience below or any other progressively responsible administrative, professional or other analytical work experience which provided knowledge, skills and abilities comparable to those acquired in four (4) years of successful study while completing a college curriculum leading to a baccalaureate degree with a major in the subjects mentioned above, may be substituted on a year-for-year basis for the required education including statistics. To be acceptable, the experience must have been of such scope, level and quality as to ensure the possession of comparable knowledge, skills and abilities.

The education or substitutable experience background must have included knowledge of the general principles of economics, business statistical methodology and business management and administration.

The education or experience background must also demonstrate the ability to write clearly and comprehensively such materials as reports and analyses; read and interpret complex written material; and solve complex problems logically and systematically.

Experience Requirements

Applicants must have had progressively responsible professional work experience of the kind, quality and in the amounts shown in the table below, or any equivalent combination of training and experience:

Class Title	Specialized Experience (years)	Total Experience (years)
Economic Development Spclt IV	2-1/2	2-1/2
Economic Development Spclt V	3-1/2	3-1/2
Economic Development Spclt VI	4-1/2	4-1/2

Specialized Experience: Responsible work experience demonstrating the possession and application of knowledge of marketing and business feasibility research and analysis; various phases of marketing including product development, pricing, sales, advertising and promotion, distribution and marketing controls; business practices pertaining to wholesale, retail, manufacturers' distribution, distribution costs, finance and tax structure, planning and management; and familiarity with governmental organizations and programs as they relate to business and economics. Examples of qualifying experience include (but are not limited to) the following: Marketing and/or economic consultant, marketing researcher, department store management, promotional work with trade associations or Chambers of Commerce; export-import management, sales promotion and advertising; investment analysis; or area economic development planning.

For the class Economic Development Specialist VI, at least one (1) year of experience must have been comparable in scope and complexity to the next lower level.

Substitutions Allowed

1. Satisfactory completion of the academic requirements for a master's degree from an accredited university with a major in marketing, business administration, business or commercial law, economics, finance, foreign trade or a closely related field may be substituted for one (1) year of the required experience.
2. Satisfactory completion of academic requirements of a Ph.D. degree (or equivalent doctoral degree) from an accredited university with a major in one of the fields mentioned under item 1, above, may be substituted for two (2) years of the required experience.

Quality of Experience

Possession of the required number of years of experience will not in itself be accepted as proof of qualification for a position. The applicant's overall experience must have been of such scope and level of responsibility as to conclusively demonstrate that he/she has the ability to perform the duties of the position for which he/she is being considered.

Selective Certification

Specialized knowledge, skills and abilities may be required to perform the duties of some positions. For such positions, Selective Certification Requirements may be established and certification may be restricted to eligibles who possess the pertinent experience and/or training required to perform the duties of the position.

Agencies requesting selective certification must show the connection between the kind of training and/or experience on which they wish to base selective certification and the duties of the position to be filled.

Tests

Applicants may be required to qualify on an appropriate examination.

Physical and Medical Requirements

Applicants must be able to perform the essential functions of the position effectively and safely, with or without reasonable accommodation.

This is an amendment to the minimum qualification specifications for the classes ECONOMIC DEVELOPMENT SPECIALIST IV, V, VI and VII, which were approved on October 15, 1980.

DATE APPROVED: 3/5/2012



BARBARA A. KRIEG, Interim Director
Department of Human Resources Development